

SECRET

DPD-4771-60

13 June 1960

The Firewel Company, Inc.
3635 Broadway
Buffalo, New York

ATTENTION: Mr. [REDACTED] 25X1A

Gentlemen:

Confirming telecom on 10 June 1960, it is requested that the following procedure be adopted for obtaining approval of travel performed by [REDACTED] under Contract No. HF-AP-1940:

25X1A

A letter in duplicate, listing the travel performed, including dates and locations visited, should be submitted with your monthly billings. This letter will be forwarded by this office to [REDACTED] for approval and returned to the undersigned.

25X1A

Your invoice will be processed for payment in the mean time and any adjustments resulting from disapprovals of travel will be made on the following months invoice.

Very truly yours,

SIGNED

25X1A

Contracting Officer

25X1A

DPD-DD/P: [REDACTED]:rpj

Distribution:

1- [REDACTED] Firewel
1- CB/DPD-HF-AP-1940-[REDACTED] A&I
1- RI/DPD

25X1A

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